

MANSFIELD TOWNSHIP COMMITTEE MEETING

January 24, 2018

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star Gazette and Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Farino stated that the statement by Mr. Misertino is typed incorrectly about the fire companies being made whole.

Mr. Hayes made a motion to approve the minutes with the requested changes from Mr. Farino from the regular meeting held on January 10, 2018, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mr. Misertino

Abstain: None

Mrs. Mora Dillon made a motion to approve the minutes from the Executive Session held on January 10, 2018, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mr. Misertino

Abstain: None

BILL LIST

Mr. Hayes made a motion to approve the bill list, which was seconded by Mr. Farino.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mr. Misertino

Abstain: None

CLERKS REPORT:

Ms. Hrebenak stated that a request was received from Tri County Fire Company to use the DPW parking lot to park their fire department and personal vehicles on February 3 for an event that they have scheduled.

Mr. Hayes made a motion to approve the request from Tri County Fire to use the DPW parking lot for the fire

department vehicles and also the members personal vehicles, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: Mr. Misertino

Abstain: None

Mr. Misertino entered the meeting at 7:34 pm.

Ms. Hrebenak stated that a local finance notice was received in reference to requests for refunds of prepayments for 2018 taxes. The Finance notice leaves the decision to the Local Governing body whether or not they will refund the money. Ms. Hrebenak stated that the Tax Collector does not feel that this is something that we should do.

Mayor Watters stated that he agrees with the Tax Collector that the money should not be refunded and asked if the Township Committee is all in agreement.

The Township Committee agreed.

Ms. Hrebenak stated that last meeting there was paperwork about the upcoming Scenic Byway meeting and in previous years we have appointed a member of the Committee and Ms. Nerbak to represent the Township.

Ms. Hrebenak asked if there was a committee member that would be interested in holding that position.

Mayor Watters asked when that meeting is going to be held.

Ms. Hrebenak stated that the meeting is scheduled for February 22, 2018 at 7pm at the Washington Boro hall.

Mayor Watters asked if Mr. Hayes would be interested.

Mr. Hayes agreed that he would represent Mansfield for the Scenic Byway.

Ms. Hrebenak stated that we received a request from the Musconetcong Watershed Association for the Township appointees for that committee.

Mayor Watters appointed Paul Tarlowe and James Mc Mekin to the Musconetcong Watershed Association.

Ms. Hrebenak stated that she attended the Grant Workshop today in Bordentown for the Federal Historical Grants.

FINANCE REPORT:

Mrs. Mollineaux explained that she has received the budget requests from the Department Heads and has been working to enter them into Edmunds and set up the budget.

Mayor Watters asked if Mrs. Mollineaux would like to meet with the Liaisons to go over the budget.

Mrs. Mollineaux stated that she would contact them as soon as she is ready.

ENGINEERS REPORT:

Mr. Kastrid reviewed his zoning report with the Township Committee.

Mayor Watters asked what the detour plans are for the road construction.

Mr. Kastrid stated that he would review the plans and get back to the Committee.

Mr. Kastrid asked if the Committee would like to move forward with MT. Bethel Road Phase II for the upcoming Municipal Aid grant cycle.

Mr. Kastrid explained the ADA plan and what needs to be done.

PUBLIC PORTION:

Mayor Watters opened the floor for public portion; seeing there was none the public portion was closed.

RESOLUTION:

TOWNSHIP OF MANSFIELD
WARREN COUNTY

RESOLUTION 2018- 38

TONNAGE GRANT APPLICATION (2017)

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for the 2017 Recycling

Tonnage Grant will memorialize the commitment of this municipality to recycle and to indicate the assent of the Township of Mansfield to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the Township of Mansfield Committee of the Township of Mansfield that the Township of Mansfield hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates JoAnn Fascenelli, Certified Recycling Professional to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2018-38, which was seconded by Mr. Farino.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

2018-39
TOWNSHIP OF MANSFIELD

Resolution appointing a Sustainability Subcommittee "Green Team" as part of the Mansfield Township Environmental Commission

WHEREAS, The Township Committee of the Township of Mansfield strives to save tax dollars, assure clean air and water, improve working and living environments, to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

WHEREAS, the Township Committee of the Township of Mansfield wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, in an attempt to focus attention on "Green" issues, the Township Committee has, through prior resolution passed on July 14, 2010, established a Sustainability Subcommittee as part of the Mansfield Township Environmental Commission, also to be known as the "Green Team;" and

WHEREAS, the Township Committee of the Township of Mansfield wants to continue the process of focusing on “Green” issues by starting with audits of municipality facilities and operations.

WHEREAS, the Township Committee of the Township of Mansfield desires to continue the process of making its operations greener, more environmentally friendly, and more energy efficient;

WHEREAS, alternative power sources, changes to fleet purchasing and maintenance, water quality improvements, and operational changes will all be considered as the Township moves to do their share to lessen the environmental impact of its operations.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield that we do hereby establish an Environmental Commission Sustainability Subcommittee “Green Team” consisting of six (6) members who shall be residents or employees of Mansfield Township, appointed annually, for a term of one (1) calendar year.

NOW THEREFORE BE IT FURTHER RESOLVED, by the Township Committee of the Township of Mansfield that the Mission, Goals and Objectives for the Green Team are established as follows:

Mission

The Mansfield Township Green Team will advise the township committee on ways to improve municipal operations with “Green” initiatives which are economically and environmentally sound through research and evaluation.

Goals

Maintain certification as a “Green” municipality by the Sustainable Jersey program through completion of projects and initiatives that are part of that program.

Apply for applicable grants and financial aid available through the Sustainable Jersey program for projects and initiatives that would assist the township in meeting its goal as a green community and for the benefit of all its citizens.

Objectives

- Collaborate with township employees, service providers and other governmental agencies to share resource information and ideas consistent with the Mission of the Green Team.
- Encourage participation of all township employees to solicit ideas on green initiatives that are consistent with the Sustainable Jersey program.
- Research and analyze green initiatives which make practical environmental and financial sense.
- Develop strategies for sustainable green initiatives in municipal operations.

NOW THEREFORE BE IT FINALLY RESOLVED, by the Township Committee of the Township of Mansfield that the following persons are hereby appointed to the Green Team for the year 2018:

NAME	POSITION	REPRESENTATIVE
JoAnn Fascenelli	Regular Member MT	Certified Recycling/Clean Communities
Michael Misertino	Regular Member MT	Township Committee
Robert Jewell	Regular Member MT	Environmental Commission
Dawn Smith	Regular Member MT	Environmental Commission
Connie Andershonis	Regular Member	Citizen Representative
Heather Hamilton	Regular Member	Citizen Representative

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2018-39, which was seconded by Mr. Misertino.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2018 –40

REFUND OF A LAND USE BOARD APPLICATION

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

WHEREAS, Shongum Sportsmen’s Association issued a check dated 10/1/15 for a lot line adjustment application with the Township of Mansfield, County of Warren,

WHEREAS, there remains a balance of \$ 435.00 in the escrow account,

WHEREAS, the Land Use Board Attorney and Engineer have determined that the escrow balance can be refunded,

NOW THEREFORE BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 435.00 to Shongum Sportsmen’s Association.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2018-40, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

RESOLUTION 2018-41

RESOLUTION
APPOINTMENT OF SUBSTITUTE MUNICIPAL PROSECUTORS

WHEREAS, the position of Municipal Prosecutor is filled by persons providing services; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey as follows:

Chris Troxell, James Pfeiffer, Richard Ralph, James Sloan, Steve Siegel, and James Janci be appointed as Substitute Municipal Prosecutors for the year 2018.

Mr Hayes made a motion to approve the passage of Resolution 2018-47, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters

Nays: None

Absent: None

Abstain: None

RESOLUTION 2018-42

AUTHORIZING PURCHASING FROM MORRIS COUNTY CO-OP CONTRACT #3 FOR ENVIROBRINE LIQUID MELTING AGENT FROM REED SYSTEMS, LTD., PO BOX 209, ELLENVILLE, NEW YORK 12428

WHEREAS, the Township of Mansfield wishes to contract out for Envirobrine Liquid Melting Agent under Morris County Co-Op; and

WHEREAS, Morris County Co-Op Pricing System awarded a contract to Reed Systems, LTD, PO Box 209, Ellenville, NY 12428 for Envirobrine Liquid Melting Agent; and

WHEREAS, the Chief Financial Officer has certified that funds were appropriated in account #8-01-26-291-000-5211 in the amount of \$ 5000.00; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to authorize these services through the Morris County Co-Op Pricing System.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Reed Systems, LTD., PO Box 209, Ellenville, NY 12428.

Mr. Hayes made a motion to approve the passage of Resolution 2018-42, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2018- 43

TO AUTHORIZE AND APPROVE SALARIES AND WAGES FOR CERTAIN EMPLOYEES

WHEREAS, Ordinance Numbers 2016-13, 2017-10 & 2017-16 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employees shall be compensated for the year 2018, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
JoAnn Fascenelli	Deputy Treasurer	\$15,000
	Deputy Tax Collector	\$34,729.06

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2018-43, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: Mr. Misertino
Absent: None
Abstain: None

Mr. Hayes made a motion to enter into Executive Session at 7:48 pm to discuss a contractual matter, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Misertino asked about the money that was taken out of the general capital fund.

Ms. Hrebenak and Mrs. Mollineaux explained why we were handling it this way.

Mr. Hayes made a motion to return to regular session at 8:14 pm, which was seconded by Mr. Farino.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. Misertino, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Wenner, Esq stated that during Executive Session the Committee discussed a contractual matter dealing with DPW, copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mayor Watters appointed Brian Bigham as the Chairman to the Recreation Commission.

Mr. Misertino stated that he would like to see the codes changed for the two push button locks and the DPW building.

Mr. Hayes made a motion to adjourn at 8:15 pm.